



Minutes
City of Burlington Plan Commission
October 14, 2014, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order at 6:40 p.m. Roll call: Alderman Tom Vos; Commissioners Darrel Eisenhardt; John Lynch; Chris Reesman; and Michael Deans were present. Alderman Ruth Dawidziak was excused.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved, and Alderman Vos seconded to approve the minutes of September 9, 2014. All were in favor, and the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding the proposed project plan amendment of boundaries and project plan for Tax Incremental District No. 3.

- Mayor Miller opened the Public Hearing at 6:41 p.m.
- There were no comments.

Alderman Vos moved, and Commissioner Reesman seconded to close the Public Hearing at 6:42 p.m. All were in favor and the motion carried.

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to approve Resolution 19 “Approving a Project Plan Amendment for Tax Incremental District No. 3”, City of Burlington, Wisconsin.

- Mayor Miller opened this item for discussion.

- Mayor Miller gave an overview of the proposed Tax Incremental District (TID) No. 3 Project Plan amendment. He stated for the first time the State of Wisconsin is allowing the sharing of revenue between the Environmental Remediation TIF districts and standard TIDs. The revenue sharing will allow for ER TID 1 to close ten years earlier which would in turn cause TID 3 to remain open one year longer. Mayor Miller noted that even with the amendment, TID 3 will close two years prior to the original anticipated date of closure. Mayor Miller stated the ER TID consisted of a very limited district in the downtown area along Dodge Street that includes the parking structure, hotel and vacant land to be developed.
- Alderman Vos questioned once the City transfers, pays off, Environmental TID 3 closes out and the property at the end of the parking structure gets developed, does that still fall under the TID or does it go directly to the taxing bodies. Kevin stated once it closes it goes to the taxing bodies.
- There were no more comments.

Alderman Vos moved, and Commissioner Deans seconded to recommend approval of the Resolution 19 “Approving a Project Plan Amendment for Tax Incremental District No. 3”, City of Burlington, Wisconsin.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Mike Mansell, for property located at 148 Front Street to construct a building for commercial rental storage and/or office use, subject to Patrick Meehan’s September 30, 2014 and Kapur & Associates’ October 2, 2014 memorandums to the Plan Commission.

- Mayor Miller opened this item for discussion.
- Alderman Vos stated this property used to be Kruzan Oil. He questioned if the ingress and egress are the same or if anything has to be structured in a way since previously there were two driveway openings where it circled around the pumps and came back out.
- Administrator Lahner stated there will be one driveway entrance. Mike Mansell stated the driveway will move 30 feet with the installation of new curb and gutter. Mike Mansell stated the green space will wrap around where the other entrance is currently.
- There were no further comments.

Commissioner Reesman moved, and Alderman Vos seconded to approve the Site Plan to construct a building for commercial rental storage and office uses, subject to Patrick Meehan’s September 30, 2014 and Kapur & Associates’ October 2, 2014 memorandums to the Plan Commission as follows:

- Section 315-48(G) of the City Zoning Ordinance requires that all off-street parking stalls serving five (5) or more vehicles shall have all parking stalls permanently marked by painted lines or other approved material, and said marking shall be maintained so as to be legible at all times. This requirement shall be submitted to meet the issuance of an Occupancy Permit.
- Section 315-137(25) and 315-31(H) of the City Zoning Ordinance Section shall have a catalog page, cut sheet, or photograph of the luminaire including the mounting method, a graphic depiction of the luminaire lamp (or bulb) concealment, and graphic depiction of light cut-off angles. A photometric data test report of the proposed luminaire graphically showing the lighting distribution in all angles vertically and horizontally around the luminaire, shall be submitted by the applicant to the City staff for review for compliance.
- Exterior lighting in the M-2 District shall be limited to total cut-off type luminaires (with angle greater than 90 degrees). The maximum permitted illumination shall be two (2) foot-candles (as measured at the 5 property line) and the maximum permitted luminaire height shall be 30 feet as measured from surrounding grade to the bottom of the luminaire. This information shall be submitted by the applicant to the City staff for review for compliance.
- The proposed stormwater management facilities (and calculations) may need to be indicated on a revised Site Plan submitted to the City if required by the City Engineer.
- The applicant shall provide the landscaping plants and materials that are to be used in the two areas of the planting beds. A new curb and gutter is required to close off the existing second driveway entrance to the west, since the site plan shows a single 30 foot driveway entrance.
- The proposed utilities connections shall be submitted by the applicant to the City staff for review for compliance in detail in regards to saw cut limits, pavement removals and impacts to Front Street, as well as inverts and material data for laterals prior to connection of the utilities. The contaminated material that is removed from the trench for the installation of the utilities shall be properly disposed of.

All were in favor and the motion carried.

C. Consideration to approve an extension to a Conditional Use Permit application for two years for Cretex Materials, Inc. for property located at 500 W. Market Street.

- Mayor Miller open this item for discussion.
- Commissioner Lynch questioned if this use is for the gravel pit or the construction area. Mayor Miller stated the construction area is through another company, KW Concrete, and that this is only for the mining and gravel pit operation.

Commissioner Eisenhardt moved, and Commissioner Lynch seconded to approve the review for the two year extension of the Conditional Use Permit issued to J.W. Peters in 1994 for a quarry operation which is now owned and operated by Cretex Materials, Inc., subject to Patrick Scherrer's September 17, 2014 memorandum to the Plan Commission as follows:

- A staff review of the Conditional Use Permit is recommended again in one year and Plan Commission review again in two years.

All were in favor and the motion carried.

ADJOURNMENT

Commissioner Lynch moved, and Commissioner Reesman seconded to adjourn the meeting at 6:48 p.m. *All were in favor and the motion carried.*

Recording Secretary
Kristine Anderson
Administrative Assistant